



CITY OF HOUSTON

Job Posting

Applications accepted from:	ALL PERSONS INTERETED
Job Classification	Graduate Engineer
Posting Number	PN# 103936
Department	Houston Airport System
Division	Public Safety & Technology
Section	NA
Reporting Location	3838 N. Sam Houston Pkwy. *
Workdays & Hours	Varied, normally M – F *

*Subject to change

DESCRIPTION OF DUTIES/ ESSENTIAL FUNCTIONS

The incumbent will provide oversight, review, and technical work in support of the contract for the traffic-management study. With an emphasis on public safety and security, oversee work of contractors, project engineers and survey crews. Other responsibilities will involve: field studies related to operational programs and projects; analysis and documentation of the results; preparation of reports used for project development; generation of data used for presentations; research for alternative methods of response to operational challenges; and compliance with City Of Houston signage requirements. Produces and prepares various records and reports and recommends alternative solutions. Documents projects to ensure quality of commitment. Performs other duties as assigned.

WORKING CONDITIONS

Performing these duties will involve: applying specialized information; ability to recognize sound; observe and differentiate details amid distractions; speaking and writing clearly and effectively; adjusting to critical and demanding work; standing and walking for extended periods of time; performing visual inspections in the field; operating city vehicles; solving arithmetic and numerical problems; dealing with people in tense situations; working as a member of a team; may be required to lift up to twenty (20) pounds. Must be willing and available to work all shifts, including rotations, weekends and holidays. Must be able to obtain and maintain security clearances.

MINIMUM EDUCATIONAL REQUIREMENTS

Requires graduation from an approved curriculum in engineering that is approved by the State Board of Registration for Professional Engineers as of satisfactory standing; or graduation from an engineering or related science curriculum at a recognized institution of higher education, other than a curriculum approved by the Board and passage of the eight hour fundamentals of engineering examination prescribed by the Board; or Possession of a valid Engineering-in-Training Certificate issued by the Board under the current requirements of the Texas Engineering Practice Act.

MINIMUM EXPERIENCE REQUIREMENTS

No experience is required.

MINIMUM LICENSE REQUIREMENTS

Valid Class C Texas driver's license and compliance with city's policy on driving (AP 2-2).

PREFERENCES

Preferences will be given to applicants with knowledge of FAA and TSA regulations; airport security experience or training; experience in project/program coordination. Strong analytical skills and ability to deal tactfully with other professionals, co-workers, supervisors, management personnel and the general public. Ability to communicate effectively both orally and in writing.

SELECTION/SKILLS TEST REQUIRED

Application review and/or interview.

SAFETY IMPACT POSITION

☒ Yes ☐ No

If yes, this position is subject to random drug testing and if a promotional position, candidate must pass an assignment drug test.

SALARY INFORMATION

Factors used in determining the salary offered include the candidate's qualifications as well as the pay rates of other employees in this classification. The minimum to midpoint of this salary range is:

Salary Range - Pay Grade 22	
\$1,516.00 - \$1,755.00 Biweekly	\$39,416.00 - \$45,630.00 Annually

OPENING DATE

APRIL 6, 2005

CLOSING DATE

APRIL 12, 2005

APPLICATION PROCEDURES

Original applications only are accepted and must be received by the Human Resources Department during posting opening and closing dates shown, between 9:00 a.m. and 4:30 p.m. at 611 Walker, 1st Floor. The City of Houston, Human Resources TDD phone number is 713/837-9496. Successful candidates will be notified of their application status. All new and rehires must pass a pre-employment drug test and are subject to a physical examination and verification of information provided.

"If you need special services or accommodation, please call 281/233-1515." The Houston Airport System Human Resources TDD phone number is 281/233-1862.

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